

# Records of Local Police Forces



**SHEFFIELD LIBRARIES, ARCHIVES AND INFORMATION**  
**Archives and Local Studies: Records of Local Police Forces**

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Front cover illustrations – left to right:

Charles Swallow, Police Constable at Broomhill, [c.19<sup>th</sup> cent]  
(*Sheffield Local Studies Library: Picture Sheffield s08762* )

West Riding Constabulary Police Station, Deepcar, [c.19<sup>th</sup> cent]  
(*Sheffield Local Studies Library: Picture Sheffield s12458*)

P.C. Christopher Edwards, Mounted Policeman [c.19<sup>th</sup> cent]  
(*Sheffield Local Studies Library: Picture Sheffield s12459*)

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## SHEFFIELD LIBRARIES, ARCHIVES AND INFORMATION

### Archives and Local Studies: Records of Local Police Forces

#### Introduction:

This guide details the records of the Sheffield constabulary (to 1974) and South Yorkshire Constabulary (from 1974) which are available at Sheffield Archives and Sheffield Local Studies Library. The records include information on police officers (such as appointments, promotions, disciplinary matters and resignations), criminals (such as charge books and lists of prisoners), some court records (such Quarter Sessions, Petty Sessions, Juvenile and Coroner's Court) as well as the administration of the force (such as premises matters, liaisons with the Home Office etc.).

Some of the police material has restricted access under the Data Protection Act and may also be subject to exemptions from the Freedom of Information Act. We would therefore recommend that you check any access restrictions by e-mailing the Archives at [archives@sheffield.gov.uk](mailto:archives@sheffield.gov.uk) or calling 0114 203 9395. To view records which are subject to restricted access, permission must be received in writing from South Yorkshire Police and brought to the Archives before the records will be made available.

We can normally supply copies for private study purposes, subject to the usual copyright regulations. Please note however, that we cannot take photocopies from any volumes or bound items. We can supply digital camera shots for a fee (costs can be found on our Fees and Charges document which is downloadable from our website) or you are welcome to use you own camera (no flash permitted) for free.

If you have personal or family papers or papers from an organisation you belong to or help administer please consider safeguarding them for current and future historians by placing them in the care of Sheffield Libraries. We would be interested in photographs, documents, volumes etc. For advice on record keeping and the facilities we offer please contact Peter Evans, Archives & Local Studies Manager ([pete.evans@sheffield.gov.uk](mailto:pete.evans@sheffield.gov.uk) or 0114 203 9397).

## **SHEFFIELD LIBRARIES, ARCHIVES AND INFORMATION**

### **Archives and Local Studies: Records of Local Police Forces**

#### Sheffield Police Force

The history of the Sheffield police force can be said to date from 1818 when, after considerable debate, an Improvement Act was passed which transferred the lighting, watching and cleansing of Sheffield from the Town Trustees to a body of Commissioners. Colonel Fenton was appointed as first superintendent of the police and on his death in 1835 he was succeeded by Thomas Raynor. In 1836 the first day policemen were appointed.

On 4 April 1844 responsibility for the police force was transferred from the Improvement Commissioners to Sheffield Town Council, under the supervision of the Watch Committee, and in June that year the area covered was extended outwards from the centre of the town. At first the force was housed in the Town Hall and it was not until 1864-1865 that a police station was built in Castle Green. The force grew steadily. By 1900 there were eight police stations in addition to the central station and by 1921 this number had risen to thirteen.

In 1967 Sheffield and Rotherham Joint Force was formed and in 1974 (under the Local Government Act of 1972) the Sheffield and Rotherham Joint Force was merged with part of the West Yorkshire Constabulary to form South Yorkshire Police (the borough forces of Doncaster and Barnsley had previously merged with the West Yorkshire Constabulary in 1968). The main series of records for the Sheffield force are:

#### **Material Available at Sheffield Archives:**

##### **General Administration and Organisation:**

General Order Books, 1859 - 1967 (SY 295/1/1)

General papers, 1859 - 1967 (SY 295/1/2)

**Financial records:** 1839 - 1967 (SY 295/2)

##### **Personnel records:**

Conduct and Commendation Books, 1831 - 1913 (SY 295/3/1)

Probationers' books, 1867 - 1901 (SY 295/3/2)

Declarations and descriptions of constables, 1891 - 1921 (SY 295/3/3)

Police Pension Book, 1890 - 1915 (SY 295/3/4)

Police Sick Book, 1890 - 1927 (SY 295/3/5)

Constables Log Books, 1912 - 1923 (SY 295/3/6)

Disciplinary report book, 1924 - 1936 (SY 295/3/7)

Record of complaints against members of the force, 1935 - 1964 (SY 295/3/8)

Correspondence, 1920 - 1957 (SY 295/3/9)

Personnel record cards, c. 1930 - 1970 (SY 295/3/10)

**Training records:** 1902 - [1970s] (SY 295/4)

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**Premises:** 1884 - 1975 (SY 295/5)

**Miscellaneous:** 1844 - [c. 1970] (SY 295/6)

#### **Records relating to Crime:**

Charge Books, 1836 - 1865 (SY 295/7/1)

Prison List, 1845 - 1846 (SY 295/7/2)

Register of ticket-of-leave, 1864 - 1874 (SY 295/7/3)

Police Station Occurrence Books, 1850 - 1856 (SY 295/7/4)

Refused charge book, 1899 - 1938 (SY 295/7/5)

Official record cards, [19th - 20th cent] (SY 295/7/6)

Papers re Charles Peace, [1870s] (SY 295/7/7)

Papers relating to crime statistics, 1927 - 1971 (SY 295/7/8)

The Success or Failure of the Borstal System, 1925 (SY 295/7/9)

#### **Licensing records:**

Register of Pawnbrokers' Licences, 1928 - 1962 (SY 295/8/1)

Register of plans submitted for building or altering premises of licensed victuallers, 1939 - 1946 (SY 295/8/2)

Records of offences by licensed victuallers, 1951 - 1970 (SY 295/8/3)

#### **Ancillary Organisations:**

Old Comrades, 1928 - 1949 (SY 295/9)

Police Benevolent Fund, 1943 - 1960 (SY 295/10)

Auxiliary Fire Service, 1938 - 1941 (SY 295/11)

#### **Sheffield City Council (and predecessors):**

Watch Committee Minutes, 1843 - 1967 (CA 134)

Note: The Watch Committee administered the Police Force and Fire Brigade from 1844 until 1967 when the Sheffield and Rotherham Joint Force was formed. The minutes include information on the appointment, promotion, discipline and resignation etc. of individual officers as well as administrative matters.

#### **Material Available at Sheffield Local Studies Library:**

##### **General:**

For a list of gentlemen constables for Sheffield appointed on the 1st April 1812 see [The Iris](#) or [The Sheffield Advertiser](#), 21 Apr 1812

List of Chief Constables since 1844 (MP 3770 M)

Annual reports of the City of Sheffield Police and Auxiliary Services, 1936 - 1940 (352.2 S)

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### Archives and Local Studies: Records of Local Police Forces

Reports of the Chief Constable of Sheffield, 1946 - 1973 (352.2 S)

Rules, Orders and Regulations of the Watch Committee for the Guidance of Officers and Constables, 1844 (Local Pamphlets, Vol. 63 No. 16 042 S)

Criminal statistical returns (with statistical returns of inquests), 1845 - 1862 (352.2 S)

Copy Sheffield Council minutes (which include copy minutes of the Watch Committee), 1863 – date (352.02 S)

Crime in Sheffield, J P Bean, (Sheffield City Libraries, 1987) (364.1 S)

The Police Force and Fire Brigade in H Keeble Hawson Sheffield: the growth of a city, pp.194-203 (Northend, 1968) (352.042 S) Copy also available at Community Libraries (942.74)

The urban criminal: a study of Sheffield City Council, John Baldwin and A E Bottom (Tavistock, 1976) (364.25 S). Copies also available at Arts and Social Science Library (364.25) and Central Lending Library (364.25)

Policing the city, Rob Mawby (Saxon House, 1979) (351.74 S)

#### **Percy Sillitoe:**

Sir Percy Sillitoe, A W Cockerill (W H Allen, 1975) (B.SILL S)

Cloak without dagger, Sir Percy Sillitoe (Cassell, 1955) (B.SILL S)

#### **Pictures:**

A variety of pictures relating to police forces and officers can be found at [www.picturesheffield.com](http://www.picturesheffield.com). Use the search term 'police'.

## SHEFFIELD LIBRARIES, ARCHIVES AND INFORMATION

### Archives and Local Studies: Records of Local Police Forces

#### South Yorkshire Police

South Yorkshire Police was formed in 1974 under the Local Government Act of 1972 when the Sheffield and Rotherham Joint Force was merged with part of the West Yorkshire Constabulary to form South Yorkshire Police (the borough forces of Doncaster and Barnsley had previously merged with the West Yorkshire Constabulary in 1968).

#### **Material at Sheffield Archives**

Administrative files 1995 – 2000 (Acc. 2001/28)

Registers of Aliens (for South Yorkshire Police and its predecessor forces of Sheffield and Rotherham) 1947-1996 (Acc. 2004/79)

Licensing record cards for Sheffield pubs, off licenses, bars and clubs 1880s - 1990s (Acc. 2008/42)

'The National Steel Strike 1980' report produced by South Yorkshire Police's Operations Division May 1980. (Acc. 2008/73)

Papers relating to the Hillsborough Disaster 1989 - 1990s (Acc. 2007/83)

Papers relating to Mineworkers' Dispute 1984 – 1985 (Acc. 2008/128)

Various Second World War memoranda, circulars and regulations issued from the Home Office and the Yorkshire (West Riding) Constabulary, Wakefield [1939 - 1945] (Acc. 1991/93)

#### **Related Material at Sheffield Local Studies Library:**

##### **General:**

South Yorkshire Police Authority, Annual reports 1995/96 - 1997/98.  
From 1998/99 incorporated in *Serving you* (352.2 SQ)

South Yorkshire Police Authority, Minutes 1996/97 – 1999/2000 (352.2 SQ)

South Yorkshire Police Authority, Policing plan 1995/96 - 1998/99 (352.2 SQ)

South Yorkshire Police Authority, Strategic policing plan 1998-2003; 2005-2008 (352.2 SQ)

South Yorkshire Police Authority, Community First 2000/2001 – 2002/2003  
2000/2001 is entitled Best Value Performance Plan (352.2 SQ)

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### Archives and Local Studies: Records of Local Police Forces

South Yorkshire Police Authority, *Serving you* No. 1, Apr 1999 – date  
Incorporates Chief Constable's annual report and South Yorkshire Police Authority annual report (352.2 SF)

Her Majesty's Inspectorate of Constabulary, [Inspection reports] of South Yorkshire Police, 1992 – 2004 (352.2 SQ)

South Yorkshire Police, Annual report of the Chief Constable 1974 - 1997/98  
From 1998/99 incorporated in *Serving you*. Previously Annual report of the Chief Constable of the Sheffield and Rotherham Constabulary (352.2 S)

South Yorkshire Police, S[outh] Y[orkshire] News: published for the interest and information of South Yorkshire Police personnel Nos. 3-9, Dec 1977 – Nov 1979 (later title is *Patchwork*) (352.2 SQ)

South Yorkshire Police, *Patchwork*: published for the interest and information of South Yorkshire Police personnel Nos. 1-54, Jan 1980 – Jul 1984 (352.2 SF)

South Yorkshire Police, Billboard No. 3, Feb 1993 – date (352.2 SF)

South Yorkshire Police, Community Liaison Digest Apr 1982 – Jan 1986 (352.2 SQ)

South Yorkshire Police, Liaison: a digest of South Yorkshire Police community liaison activities Nos. 1-20, Sep 1979 – Jul 1984 (some copies are bound with *Patchwork*) (352.2 SQ)

South Yorkshire Police, Crime statistics and summary 1 Nov 1982 – 27 Jan 1986 (352.2 SF)

Sheffield Hallam University. Survey and Statistical Research Centre, South Yorkshire Police: opinion surveys 1998 (363.2 SQ)

Sheffield Campaign for Police Monitoring, The Case for police monitoring in Sheffield 1985 (352.2 SSTQ)

South Yorkshire Police, Local consultation arrangements between the community and the police [198-] (351.74 SSTQ)

South Yorkshire Police, Report on the Second Working Party on the Special Constabulary [199-] (351.74 SSTQ)

South Yorkshire County Council, Report on relationships between the police and the public in South Yorkshire: report of the Working Party established by the Policy Committee of the South Yorkshire County Council 1979 (351.74 SSTQ)

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### **Archives and Local Studies: Records of Local Police Forces**

#### **Miners' Strike:**

For full details of Miners Strike material available at Sheffield Archives and Sheffield Local Studies see our separate study guide.

Sheffield Policewatch Observers' daily reports on the policing of the miners' strike 1984-1985 (331.892 S)

South Yorkshire County Council. Police Committee, Policing policy during the strike of the National Union of Mineworkers (Yorkshire Area), 1984: report of an inquiry by the Special Sub-Committee of the South Yorkshire Police Committee: presented to the South Yorkshire Police Authority (1985) (351.74 SSTQ)

South Yorkshire Police, Policing the coal industry dispute in South Yorkshire ([1985]) (331.892 SQ)

#### **Hillsborough Stadium Disaster:**

For full details of Miners Strike material available at Sheffield Archives and Sheffield Local Studies see our separate study guide.

Home Office, The Hillsborough Stadium Disaster, 15 April 1989: inquiry by the Rt. Hon. Lord Justice Taylor: final report (HMSO, 1990) (796.334 SQ) Copies are also available at Arts and Social Science Library and (363.3497 Q) and Hillsborough Library (796.334 Q)

Home Office Inquiry into the Hillsborough Stadium Disaster before Lord Justice Taylor ...transcript of proceedings, 15 May 1989 – 29 June 1989 (796.334 SSTQ)

Home Office, Scrutiny of evidence relating to the Hillsborough Football Stadium Disaster (HMSO, 1998) (796.334 SQ) Copy also available at Arts and Social Science Library (363.3497 Q)

See also the collections of newspapers and ephemera in Local Studies relating to the Hillsborough Disaster.

## SHEFFIELD LIBRARIES, ARCHIVES AND INFORMATION

### Archives and Local Studies: Records of Local Police Forces

Sheffield Archives and Local Studies services collect and preserve original records and printed material relating to Sheffield and the surrounding area.

The information dates from the 12<sup>th</sup> century to the present and relates to Sheffield, South Yorkshire and north Derbyshire.

Included are extensive collections of books • pamphlets • photographs • church registers • newspapers • census records • minutes • diaries • films • maps • deeds • records from schools • hospitals • businesses and charities • family estates • personal papers etc

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#### **Sheffield Local Studies Library**

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Surrey Street  
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#### **Sheffield Archives**

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General details: [www.sheffield.gov.uk/libraries](http://www.sheffield.gov.uk/libraries)

Local Studies catalogues (since 1997):  
<http://library.sheffield.gov.uk/uhtbin/webcat>

(selected) Archives catalogues: [www.a2a.org.uk](http://www.a2a.org.uk)